

**The Greene School
Board of Directors Meeting Minutes
Alton Jones Campus
The Spruce Lodge
West Greenwich, RI
June 20th, 2012**

Open Session

Call to order: Members present: Amy Pratt, Debbie Fletcher, Karen O Neil, Laura Clavette, Jim Constantine, Christa Andrews, Pam Zabel, Erin O'Grady, Jen Sherer, and Dick West

Quorum met with 10/13 voting members present

Non-members present: Rob Coulter, Tim Mooney, Kelly Presley, Deanna Duncan

Reading of the mission statement by Dr. Amy Pratt

Laura made a motion to enter into closed executive session pursuant to RIGL 42-46-5 (a)(1) job performance: Head of school performance-notice provided to affected individual. Jim 2nd. All agree unanimously.

Deanna Duncan, Kelly Presley and Tim Mooney left the meeting. Rob Coulter, legal counsel remained in the meeting.

Laura made a motion to end closed executive session and return to open session. Karen 2nd. All agree unanimously.

We are now back in open session.

No votes were taken.

Laura made a motion to seal the minutes of the closed session- Karen 2nd. All agree unanimously

Karen made a motion to approve the May 16th open session minutes with two changes, under 2.b.1- delete "for donations" and under 5.b.1, capitalize June. Deb 2nd. All agree unanimously.

Karen made a motion to approve the May 16th closed meeting minutes. Jen 2nd. All agree unanimously.

Potential election of Kelly Presley to the Board: Kelly's letter of intent to join the board and her resume were sent to the Board electronically and Kelly introduced herself to the board. Laura made a motion to elect Kelly Presley to the Board of Directors, her term expiring Nov. 2012. Debbie 2nd. All agree unanimously. Rob Coulter informed her that she could abstain from voting this evening and she decided not to vote at this meeting.

Old Business:

1. Outreach Committee Report
 - a. New ad in summer guide- circulated for everyone to see new website address/logo.
2. Finance Report
 - a. Karen circulated income statement for 11 months ending 5/31/12 vs. total annual budget

- b. Debbie made a motion to award Ms. Duncan a \$15,000.00 bonus and to also pay the \$8100.00 for the certification course. Jen 2nd. All agree unanimously.
 - c. Jen states that we all feel gratitude for her hard work that she gives to the school everyday and we would like to thank her with the bonus.
 - d. Karen made a motion to move \$8100.00 from the budget line item employee benefits to Professional Development and to move \$29,000.00 from the salaries line to the technology – Hardware and software line. Christa 2nd. All agree unanimously
 - e. Dick reminded us to learn from our budget overs and unders as we move forward.
 - f. The employees also pay into their benefits , so that line is under budget.
 - g. Karen passed around the 2012-2013 budget which is based on moving to North Kingstown
 - h. Amy made a motion to accept the budget for next year. Christa 2nds . All agree unanimously.
3. Head of School Report
- a. The intensives had a strong focus on our mission statement this year
 - b. Year 3 is important- strong expectations , focusing on senior curriculum and math improvement
 - c. Survey data is in- we will form a school improvement team
 - d. Projo article in today's paper about charter schools- focuses on three questions: Is school education program a success, is the school a viable organization and does the school provide an environment for success
Dick suggests that we are ready for outside people/organizations to start looking at us as we are going to be an educational model for green schools and environmental education
 - e. Dee is working with OceansProject on developing a measurement tool for environmental literacy and environmental activism/leadership development. This would align with Rhode Island's Environmental Literacy Plan . OceansProject is going to take the lead on a grant application to Rhode Island Foundation for this project and we will be a partner.
 - f. Dee and Jen continue to interview for the vice principal position- narrowing down and have begun 2nd round of interviews
 - g. Dick is working on getting Robert Ballard to visit the school as he is very interested in education and spoke at Joplin High School at their graduation this year.
4. Facilities Report
- a. Rob Coulter spoke on behalf of the Facilities Committee
 - i. North Kingstown Town Council and the School Department have recently been in ligation.
 - ii. The town has 3 attorneys and one has put up a red flag that getting us in the Davisville school will go against a pooled bond which North

Kingstown benefited from in 2007 to repair the roof at Davisville Elementary school.

- iii. Lawyers have to find a solution through bond remediation
- iv. RIHEBC are the underwriters of the bond
- v. \$17 million bond and \$7 million is in North Kingstown- repaired Davisville Elementary school roof.
- vi. Rob passed around the bond prospectus
- vii. The bond needs to be reclassified from government to 501c3
- viii. We need RIDE to sign off on this as well because students are involved
- ix. RIDE sends school housing aid to North Kingstown- approx. 40%
- x. North Kingstown is afraid they may lose the 40% on the bond reimbursement
- xi. Every year, town has to give schools either the same amount or more from year to year
- xii. Town doesn't want the lease money to become their next baseline
- xiii. The answer to that concern is for our money to go into a separate capital account, and the parties are satisfied that NK Housing Aid reimbursement will not be affected by our rent.
- xiv. Town Council will vote yes or no to the lease, but do not negotiate it (meeting Town Council meeting is Monday)
- xv. We were tabled at the RIHEBC meeting- the next one is 3 weeks away
- xvi. Should hear any day from now if RIDE has signed off on a bond remediation plan.
- xvii. We need to get information from the north Kingstown School department on how much money spent on the bond, how much still in bank...
- xviii. Once we get this information, we can start the process to reclassify the bond and get a public hearing
- xix. Governor or Town Manager will also need to sign off on a bond remediation plan.
- xx. School Department meets next Tuesday- they say we can move into the building now at our own risk and start renovations
- xxi. We should have all of this figured out in 3-4 weeks
- xxii. Dee, Giselle and Monika will go to the building to look at what renovations need to be done.
- xxiii. Location options: Dan Moos believes our next best Plan B would be to revisit other school districts such as Coventry, South Kingstown, or to look at closed parochial schools in Cranston. Amy believes other town government negotiations would not be expedient enough for this to be a viable Plan B.
- xxiv. Lincoln School Department has 10 modular classrooms for which they are taking bids for demolition, bids closed this week. Amy spoke to the facilities manager at Lincoln School Department. Some bids were for removal or resale.

- xxv. Need new roofs, they are on wheels, no plumbing and are up to code
- xxvi. West Greenwich town manager and planner are supportive of modular classrooms
- xxvii. Trailer restroom would work to avoid ISDS issues at John Potter rd.
- xxviii. Other options include to lease used modular or look at a non- school building
- xxix. We can justify the moving of the modular because we would lose \$100,00.00 by leaving John Potter early
- xxx. URI would not allow a modular on Alton Jones campus as we do not have a lease and will not get one until we have completed a suitable Master Plan for URI
- xxxi. Amy would like to get some quotes on moving modulares and will work on this this week.

5. Fundraising

- a. 100 mile radius dinner
 - i. Dee states we made approximately \$1200.00 on the dinner
 - ii. Mr. Copp will help us get a food critic at the dinner next year
- b. Fall auction
 - i. Committee continues to work on venue location
- c. Grant update
 - i. Received \$75,000.00 from Lattner for a second biodiesel school bus.
 - ii. Received \$16,000 for a Professional Learning Community mini-grant from RIDE- Commissioner Gist stated Ms. Duncans application was among the strongest she received.
 - iii. Island Foundation- ocean theme for seniors next year- Amy should hear in July
 - iv. John Clarke trust- marketing grant- still pending notification
 - v. Paul has a friend who is a caterpillar maintenance person and will volunteer to service the bus if it's a caterpillar and also to come look at a bus before we buy it.
 - vi. Amy is looking into buses and Dee has offered to have Greg Duncan look into them as well.

6. Governance Committee report

- a. Bylaw revision
 - i. Jim, Rob and Laura have met and begun to work on the revision of the school's bylaws.
 - ii. We plan to meet again in July.

7. Website Update

- a. Debbie and Laura have met with O'Toole and Parr to work on the website design
- b. We are looking for help with adding content to the drop down menus on the website
- c. A parent from the school has been approached to help rewrite the teachers bios

Master plan for WAJ will be funded with our grant from the Rhode Island Foundation. The RFQ has been advertised to architectural firms for our Master Plan June 28th and July 2nd to start looking at RFQ's at the school

- The Master Plan will help us move forward with a lease with URI for space at WAJ and will consist of 3 parts. The architectural firm we hire will be responsible for the physical site plan and with melding a seamless document contacting the physical site master plan, the funding plan, the business/financial plan and the evidence of cooperation with URI. These components will need to be done over this summer and fall so the final document can be completed by the architectural firm we hire.

Dan, Betsy, and Amy meeting to work on the funding plan next week

Dick is meeting with the URI for the business plan. He will try to get the URI Business School to provide a MBA student to help our Finance Committee with a Business Plan.

Dee is working on the Evidence of Cooperation plan by developing bridges with URI. There have been several positive developments with help from Kim Washor's office at URI and Jay Fogleman from the School of Education. Jay recently served on the Passage Portfolio Panel. He was impressed and is ready to send student teachers out to The Greene School.

New Business:

1. Possible family get together at Goddard Park mid -August
 - a. May not do this as we have a family gathering at the beginning of the school year already scheduled.

Jen made a motion to adjourn the meeting. Christa 2nd. All agree unanimously. Meeting adjourned at 9:25PM